

Essex Building Committee  
MEETING MINUTES  
Wednesday, June 22, 2016  
Essex Town Hall Room B – 8:00 AM

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Other in attendance:

Tom Fitzgerald, Region 4  
Norman Needleman, First Selectman (Absent)  
Dave Caroline, Public Works  
Gary Riggio, Riggio Construction  
Denise Von Dassel  
Bob Doane, Doane & Collins

Bruce Glowac called the meeting to order at 8:10 a.m.

**Approval of previous meeting minutes:**

Kelly pointed out several changes to the minutes of June 13, 2016:

Page 1 - Change the day in the header from Wednesday to “Monday” June 13, 2016.

Page 2 – first paragraph – last line should read: billing up “to” (add) the end of next week so we know where we’re at.

Page 2 – First Motion should read: ***Leigh Rankin made a motion to proceed with the construction of the hard walls (delete “and glass”) on the 6 shared walls with Riggio & Sons Contractors and to go with Ruby Glass for the glass fronts, seconded by Kelly Sterner. Motion carried.***

Page 2 – Second Motion should read: ***Leigh Rankin made a motion to “accept” (delete except) pricing from Suburban for the Land Use filing system and the stand alone furnishings, seconded by Kelly Sterner. Passed. Motion carried.***

Page 2 – Under Approval of Invoices - 4<sup>th</sup> Motion should read: ***Leigh Rankin made a motion to approve the invoice for H.A. Latham for the EES Media Center (delete Land Use) move totaling \$1,745.50, seconded by Kelly Sterner. Passed. Motion carried.***

***Leigh Rankin made a motion to approve the minutes as amended of June 13, 2016, seconded by Kelly Sterner. Passed. Motion carried.***

**Old Business:**

- a. Town Hall Land use areas update: (Gary Riggio) – Gary distributed a handout of issues needing the Building Committee’s input and finalization. Gary also indicated they will need an electrical layout for the electrician for lights, plugs and IT wiring. Denise needs to put them on a revised print. Norman asked for A/C to be put into the hallway.
- b. Bruce emphasized the need to get plans completed for building dept. review and approval.
- c. Structural Engineer will be on site today to discuss some issues including Weight load and Placement of rolling files.
- d. Gary indicated that they found 9X9 floor tile under the carpet which could possibly contain asbestos. Gary pointed out that different areas have different floor heights and suggested that after the new sub floor is put in, we may want to go with carpet tiles as the final flooring. They are easily replaceable, durable, look nice and would cover up a lot of the issues.

***Motion made by Bruce Glowac that due to the varying sub floor materials in the land use area, carpet tiles be used as a floor covering, seconded by Leigh Rankin. Passed. Motion carried.***

- e. Bruce asked about the radiation heat on the outer walls and how Gary could make it sound proof. Gary indicated that they were planning to build around it but would do their best to find a way to sound proof it between rooms.
- f. Gary was recently informed of a change in ceiling height and the need to create a mechanical room in the Selectman’s outer office area for AC units. The Building Committee was not informed of this change and the Building Committee members proceeded over to the Land Use area to review the issue. A conference call with Tom (Thermomedics) took place to discuss space requirements for duct work and AC units. It was determined that AC units could be installed in the ceiling of the small office in the back of the First Selectman’s area. Two units, one to service Selectman area and hallway

and the other to serve the land use area as originally planned. There would still be room for ductwork in the land use area while keeping ceiling height at top of windows.

- g. Town Garage, new building update: (Dave Caroline) – Dave received a quote from Nick Olson (Winthrop Contracting) for site work and foundation work. The concrete work was through a sub-contractor. Committee discussed the quote and felt that the work should be bid. Dave said he would coordinate with Maria to get a bid out for the work.

***Bruce Glowac made a motion to go out to bid for the site work, concrete foundation and floor at the Town Garage, seconded by Kelly Sterner. Passed. Motion Carried.***

- h. Essex Elementary School update: (Tom Fitzgerald) - Tom indicated that the Essex Elementary School asbestos abatement is done and it reported that the only asbestos was in the floor glue. Park & Rec is ready to go back to EES for the Summer Program. Sound panels for the Media Center will be ordered today and electricians will be here Friday or Monday. The painters are arriving next week and the carpet is set to be installed in July. Latham will move everything back in by second week of August. Currently everything is on schedule.

Tom indicated that there is a catch basin or dry well in the front of the school that will need to be repaired. He will contact someone to do that work.

- i. Dave Caroline indicated that the paving is still on schedule for early July. Dave is working with contractors to coordinate the sidewalk and the paving together.
- j. Ivory Street Bridges (Bob Doane) – Bob has one more plan to do and will follow up with the specs so work can be bid the first week of July. He requested input from Bruce with regards to final details. Looking at the railings, Bob discussed the three cable guide rail with steel posts as his recommended choice for road leading up to bridges. He suggested the committee to look at Spring Street Bridge in Deep River regarding Bridge railings and suggested the Ivory street bridges have a similar design. Bruce suggested having a public information meeting on the bridges. He indicated

that the public has been asking about the design etc., therefore, we will set something up during the BOS meeting on July 12.

**New Business:** None

**Approval of Invoices:**

Tom Fitzgerald submitted the invoice from Martinez Painting Co., LLC for the Media Center painting deposit for \$4,273.50.

***Leigh Rankin made a motion to approve the payment of \$4,273.50 to Martinez Painting Co., LLC, seconded by Kelly Sterner. Passed. Motion Carried.***

Tom submitted another invoice for the tying in of the A/C for the gym and cafeteria into the buildings BMS system. Committee discussed the expense and asked Tom if it could come from the EES operating budget.

Kelly submitted an invoice from Riggio & Sons in the amount of \$35,798.85 as a progress payment for work completed to date.

***Bruce Glowac made a motion to approve the payment of \$35,798.85 to Riggio & Sons, seconded by Leigh Rankin. Passed. Motion Carried.***

**Other business:**

Bruce pulled out the original project timeline to see where we are at. We appear to be on schedule.

**Adjournment:**

Bruce Glowac adjourned the meeting at 9:39 a.m.

Respectfully submitted,

Yvonne Roziak